



CITY OF LODI COUNCIL COMMUNICATION

4

AGENDA TITLE: Consider Approval of Street Closures on Rose Street Between Oak Street and Walnut Street and on Walnut Street Between Rose Street and the Hutchins Street Square Parking Lot and the Use of the Park Area at Hutchins Street Square for the Family Faith Festival

MEETING DATE: June 15, 2005

PREPARED BY: Public Works Director

RECOMMENDED ACTION: That the City Council consider approval of street closures on Rose Street between Oak Street and Walnut Street and on Walnut Street between Rose Street and the Hutchins Street Square parking lot and the use of the park area at Hutchins Street Square for the Family Faith Festival to be held this year on Sunday, August 7, and subsequently as an annual event.

BACKGROUND INFORMATION: Cheryl Biddle McLachlan of Vine & Branches Christian Book Store has requested that the closure of Rose Street between Oak Street and Walnut Street and of Walnut Street between Rose Street and the Hutchins Street Square parking lot (12 p.m. to 11 p.m.) and the use of the park area on the west side of Hutchins Street Square be allowed for the Family Faith Festival to be held this year from 3 p.m. to 9 p.m. on Sunday, August 7. A copy of the written request is attached.

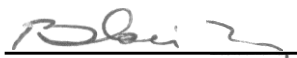
The event is in its fourth year and was previously held on School Street in the Downtown business district in cooperation with the Downtown Lodi Business Partnership. This year, the event's organizers wish to move the event to take advantage of the park-like setting at the Square. The event will be open to the public. There will be booths in Rose Street representing individual churches and businesses, and activities in the Hutchins Street Square park area will include a main stage for musical performances with amplified sound, a smaller stage for teen presentations, children's games, rides and puppet shows.

Ms. McLachlan has contacted several of the residents along Rose Street and received favorable responses. Canvassing of the remaining residents is continuing.

The City has no formal policy on street closures for events, rather they are handled on a case-by-case basis. Arrangements range from formal agreements, such as with the Chamber of Commerce for the Street Faire and the DLBP for other Downtown events approved by the Council, to simple encroachment permits for neighborhood block parties approved by staff. Given the size and duration of this event, and the fact that it is not neighborhood-related, staff has brought this to Council for consideration.

As of Monday, June 6, there are no rentals booked at the Square. If the Square is rented, some additional security should be provided over what the rental may require. The Police Department has indicated they do not anticipate providing special police services for the event.

APPROVED:


Blair King, City Manager

Consider Approval of Street Closures on Rose Street Between Oak Street and Walnut Street and on Walnut Street Between Rose Street and the Hutchins Street Square Parking Lot and the Use of the Park Area at Hutchins Street Square for the Family Faith Festival

June 15, 2005

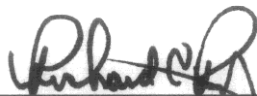
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City staff recommends that Council place the following conditions on the street closure and use of the park area at Hutchins Street Square for the annual Family Faith Festival, if approved:

1. The event sponsor shall notify residents within a two-block radius of Hutchins Street Square at least two weeks prior to the event. The residents shall be furnished with the date, time, activities, parking restrictions, and contact information for questions related to the event.
2. The event sponsor shall provide liability insurance coverage for the City of Lodi in conformance with City requirements.
3. The event sponsor shall provide an adequate number of portable restrooms, wash stations and refuse receptacles.
4. Booths and all permanent set ups will be located within the parking lanes of Rose Street between Oak Street and Walnut Street and of Walnut Street between Rose Street and the Hutchins Street Square parking lot. Access to the parking lot will be maintained at all times.
5. A 16-foot-wide clear area will be maintained in the middle of the street closure area for fire apparatus access in the event of an emergency.
6. Booths shall not block access to fire hydrants, intersections or alley entrances.
7. An inspection shall be performed by the City of Lodi Fire Department prior to the event to assure all California Fire Code requirements are met.
8. Pay for additional security services at HSS, if necessary.
9. The event sponsor shall be responsible for all clean-up activities necessitated by the event and shall restore the street and park area immediately after the event closure. The event sponsor shall make a refundable deposit of \$400 to insure that clean-up activities are performed in a thorough and timely manner. Should the area require further maintenance service by the City, the deposit will not be refunded.
10. Obtain encroachment permit.

FISCAL IMPACT: Not applicable

FUNDING AVAILABLE: Not applicable.



Richard C. Prima, Jr.
Public Works Director

Prepared by Jeannie Matsumoto, Senior Engineering Technician

RCP/JM/pmf

Attachment

cc: City Attorney
Fire Marshal
Fire Chief
Police Chief
Community Center Director
Cheryl Biddle McLachlan



Vine & Branches

Christian Book Store

Lodi City Hall
Public Works Department
221 West Pine Street
Lodi, CA 95240

May 23, 2005

RECEIVED

MAY 24 2005



CITY OF LODI
PUBLIC WORKS DEPARTMENT

Richard Prima,

I am writing to request the use of Hutchins Street Square for the purpose of the 4th Annual Family Faith Festival. The event would take place on Sunday, August 7th 2005 between the hours of 3:00 p.m. and 9:00 p.m. I am also requesting the street closure of Rose Street between Walnut and Oak Streets. I have gone to the trouble of attempting to speak to every home owner or occupant surrounding the Square and have obtained approval from every resident that I have had the opportunity to speak with. I have secured signatures of 14 of the 22 residents on Rose Street (closure requested) and a total of 27 surrounding the square.

Family Faith Festival has had three very successful years in Downtown Lodi. Our desire to move the festival to Hutchins Street Square was motivated by the compelling beauty and ability to unify and centralize the event. Family Faith Festival draws up to 12,000 people over the 6-hour period that mainly consists of families. Family Faith Festival evokes many of the same feelings that the treasured "Field and Fair Day" had for so many years. This is an event that aims to serve the community and bring families together for a day of enjoyment and entertainment at no cost. We believe that there are no more important aspects of this community than unity and family, our hope and goal is to model both of those traits through this event.

We have made concessions to scale back the event to fit within the parameters of Hutchins Street Square and are willing to listen to any suggestions that the City Council may have for a more successful and safe environment.

Attached I have included a description of the event and a map for Hutchins Street Square.

Thank you in advance for your consideration of this important move for both Family Faith Festival and the City of Lodi.

Sincerely,

Cheryl Biddle McLachlan

Family Faith Festival

On **Sunday, August 7, 2005** a very exciting outreach event that is **free to the public**, is taking place once again in Lodi, and we would love to have YOU be a part of it. It is the **4th Annual Family Faith Festival!**

Last year was our third year and what a blessing it was to see 70 churches, businesses & organizations come together to put on an event that had something for everyone!

- 12,000 + children, youth and adults attended
- Watermark, Day of Fire & Shawn MacDonald performed on the Main Stage
- Teens enjoyed activities that included their own stage, skate park & music exchange booth
- Children had oodles of fun with a play area designed especially with them in mind that included games, rides & puppet shows

This year we are excited to share with you that **AVALON** will performing – we are expecting upwards of 14,000 children, youth, and adults to attend. The teen and children's areas, two of our biggest attractions last year, are shaping up to be even bigger than last year.

We would love to have you as a partner in a great event that serves the county of San Joaquin with a unique award-winning festival (2003 IMPACT AWARD)!

Please feel free to call me if you have any further questions at the number below.

In His Service,



Cheryl Biddle McLachlan
Vine & Branches Christian Bookstore

Family Faith Festival ♦ 110 W. Oak St. ♦ Lodi, CA ♦ 95240
209.334.3111

OAK ST

- ↑ DRIVEWAYS
- ⌵ STREET CLOSURE
- BOOTHS

Alley Access

Homes

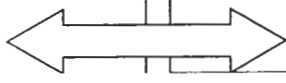
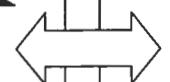
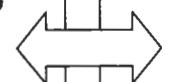
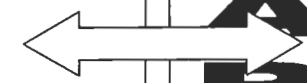


STAGE

HUTCHINS
STREET
SQUARE

PARKING

WALZ ST



ROSE ST

HUTCHINS
STREET
SQUARE

S. CALIF ST



Vine & Branches

Christian Book Store

Rich,

Upon your recommendation I have elected to request the second street closure for the Family Faith Festival 2005. Please see attached map. The street closures consist of Rose Street between Walnut & Oak Streets as well as Walnut Street between Rose Street & the parking driveway for Hutchins Street Square west of South California Street.

Thank you for your assistance in this matter.

Sincerely,



Cheryl Biddle McLachlan

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JUN - 1 2005



CITY OF LODI
PUBLIC WORKS DEPARTMENT

CITY COUNCIL

JOHN BECKMAN, Mayor
SUSAN HITCHCOCK
Mayor Pro Tempore
LARRY D. HANSEN
BOB JOHNSON
JOANNE L. MOUNCE

CITY OF LODI
PUBLIC WORKS DEPARTMENT

CITY HALL, 221 WEST PINE STREET

P.O. BOX 3006

LODI, CALIFORNIA 95241-1910

(209) 333-6706

FAX (209) 333-6710

EMAIL pwdept@lodi.gov

<http://www.lodi.gov>

BLAIR KING

City Manager

SUSAN J. BLACKSTON

City Clerk

D. STEVEN SCHWABAUER

City Attorney

RICHARD C. PRIMA, JR.

Public Works Director

June 9, 2005

Cheryl Biddle McLachlan
Vine & Branches Christian Book Store
110 W. Oak Street
Lodi, CA 95240

SUBJECT: Consider Approval of Street Closure on Rose Street Between Oak Street and Walnut Street and on Walnut Street Between Rose Street and the Hutchins Street Square Parking Lot and the Use of the Park Area at Hutchins Street Square for the Family Faith Festival

Enclosed is a copy of background information on an item on the City Council agenda of Wednesday, June 15, 2005. The meeting will be held at 7 p.m. in the City Council Chamber, Carnegie Forum, 305 West Pine Street.

This item is on the regular calendar for Council discussion. You are welcome to attend.

If you wish to write to the City Council, please address your letter to City Council, City of Lodi, P. O. Box 3006, Lodi, California, 95241-1910. Be sure to allow time for the mail. Or, you may hand-deliver the letter to City Hall, 221 West Pine Street.

If you wish to address the Council at the Council Meeting, be sure to fill out a speaker's card (available at the Carnegie Forum immediately prior to the start of the meeting) and give it to the City Clerk. If you have any questions about communicating with the Council, please contact Susan Blackston, City Clerk, at 333-6702.

If you have any questions about the item itself, please call Jeannie Matsumoto, Senior Engineering Technician, at 333-6800, extension 2661.



for: Richard C. Prima, Jr.
Public Works Director

RCP/pmf

Enclosure

cc: City Clerk